



**REQUEST FOR PROPOSALS NO. 2025-005
BAGGAGE HANDLING SYSTEM (BHS) OPERATIONS AND MAINTENANCE
BRADLEY INTERNATIONAL AIRPORT**

The Connecticut Airport Authority (CAA) is soliciting proposals for the operations and maintenance (O&M) of the Baggage Handling System (BHS) at Bradley International Airport (BDL) in Windsor Locks, Connecticut. The successful Proposer shall be responsible for the full O&M, including BHS Controls, of the BDL BHS per local, state, and federal regulations, manufacturer requirements, and industry best practices. The length of the agreement shall be five (5) years from its effective date with an option to extend the agreement, year to year, for five (5) additional years.

Proposal documents will be available on **October 9, 2024**, and may be downloaded at: <https://ctairports.procureware.com>. Proposers must be registered to access the proposal in its entirety and to submit a proposal.

Due date for proposals is no later than **November 6, 2024, 1:00 p.m. (EDT)**. Proposals will not be publicly displayed.

MANDATORY PRE-PROPOSAL REQUIREMENTS

The CAA will conduct a mandatory pre-proposal meeting at **11:00 am (EDT), on October 23, 2024, at the Sheraton Hotel, Bradley International Airport, Windsor Locks, CT**. Please park in the BDL Parking Garage and proceed through the terminal to the Sheraton Hotel and bring your ticket with you, as parking in the BDL Garage will be validated. Firms that park in the Sheraton Garage will not be eligible to have their parking validated.

COMMUNICATIONS:

During the period from advertisement of this RFP and until a contract is awarded, proposers shall not contact any employee of the CAA concerning this procurement except in writing via the questions link found at <https://ctairports.procureware.com>. The deadline to submit questions will be **October 30, 2024, 11:00 a.m. (EDT)**. The CAA reserves the right to respond to only questions it deems part of the technical process. Responses to questions will be provided to all proposers in the form of an Addendum to the RFP, if the CAA determines it is in its best interest. Any questions received after this time will likely be unanswered. The CAA reserves the right, at its sole discretion, to respond to such questions. If a Proposer has a question related to the technical process after the question deadline noted above, they may reach out to the CAA's Purchasing Agent via e-mail at procurement@ctairports.org.